



**ఆంధ్రప్రదేశ్ రాజపత్రము**  
**THE ANDHRA PRADESH GAZETTE**  
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**PART I EXTRAORDINARY**

**No.1153**

**AMARAVATI, FRIDAY, JULY 29, 2022**

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**NOTIFICATIONS BY GOVERNMENT**

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**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Skills Development & Training Department – Technical Education – Implementation of All India Council for Technical Education Scales of Pay, 2016 to the Working and Retired Teachers, Library and Physical Education personnel in Government and Aided Polytechnics in the State – Orders – Issued.

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**SKILLS DEVELOPMENT & TRAINING (TE-A2) DEPARTMENT**

**G.O.Ms.No.10,**

**Dated:12.07.2022**

**Read the following:**

1. G.O.Ms.No.178, HE (TE.I) Department, dt.09.12.2005.
2. G.O.Ms.No.209, HE(TE.I) Department, Dt.20.11.2010.
3. G.O.Ms.No.71, HE(TE.I) Department, Dt.18.09.2012.
4. G.O.Ms.No.48, HE(TE) Department, Dt.04.08.2017.
5. AICTE Gazette Notification, New Delhi, Dt.01.03.2019.
6. From the Spl.CTE, AP, Vijayawada, Lr.no.EHE02- 12027/10/2019-B SEC-CTE, dt.15.03.2019.
7. Govt. Memo.No.890909/TE/2019, HE (TE) Deptt., dt.07.06.2019.
8. From the CTE, AP, Vijayawada, Lr.no.EHE02- 12027/10/2019-B SEC-CTE, dt.25.06.2019.
9. Govt. Memo.No.890909/TE/2019, HE (TE) Deptt., dt.27.08.2019.
10. From the Spl. CTE, AP, Vijayawada, Lr.no.EHE02- 12027/10/2019-B SEC-CTE, dt.09.03.2020 & 20.07.2020 & 23.01.2021.

12. From the CTE, AP, Vijayawada, Lr.no.EHE02-12027/10/2019-B SEC-CTE, dt.23.07.2021 & 24.09.2021.
13. From the General Secretary, AP-AIFPTO, Lr.No.33/AP.AIFPTO/2019, dt.06.03.2019 & 06.12.2020.
14. From the Convener, Govt. Polytechnic Lecturers (JAC), dt.27.02.2020 & 27.08.2021.
15. From the President, Polytechnic Retired Teachers Association, dt.12.08.2021.

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**ORDER:**

In the reference 2nd read above, the Government have issued orders to implement AICTE Revised Scales of pay, 2006 to the Teachers, Library and Physical Education personnel working in Government Polytechnics in the State with effect from 01.01.2006.

2. In the reference 5th read above, the All India Council for Technical Education, New Delhi, have issued Regulations, 2019 on Pay Scales, Service Conditions and Minimum Qualifications for appointment of Teachers and Other Academic Staff such as Library and Physical Education Personnel in technical Institutions and Measures for the maintenance of Standards in Technical Education – (Diploma) w.e.f. 01.01.2016. According to the reference 5<sup>th</sup> cited, these AICTE Regulations, 2019 shall also be extended to retired faculty and other academic staff as per the revised norms recommended by 7<sup>th</sup> CPC for pensionery benefits w.e.f. 01.01.2016.

3. In the references 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup> & 12<sup>th</sup> read above, the Commissioner of Technical Education, AP, Vijayawada, has requested the Government to implement the AICTE Scales of Pay 2016 (as per AICTE Regulations, 2019 and subsequent clarifications), duly furnishing the draft modalities which includes Service Conditions and Minimum Qualifications for appointment of Teachers and Other Academic Staff such as Library and Physical Education Personnel in technical Institutions (Regular staff) and Measures for the maintenance of Standards in Technical Education – (Diploma) w.e.f. 01.01.2016 in Government and Aided Polytechnics in the State. Further, the Commissioner of Technical Education has requested to extend these Regulations to the retired teaching and other academic staff as per the revised norms recommended by 7<sup>th</sup> CPC for pensionery benefits w.e.f.01.01.2016.

4. After detailed deliberations with the Commissioner of Technical Education, necessary modifications to the service conditions etc., of AICTE Regulations, 2019, have been made to suit to the service conditions, allowances etc., as per the State Government norms and accordingly revised modalities were prepared as mentioned in Appendix-A (Regular staff) and Appendix-B (Retired teaching and other academic staff), annexed to this order.

5. After careful examination of the proposal of the Commissioner of Technical Education and the Regulations 2019 of the AICTE, Government hereby order for implementation of AICTE Pay Scales, 2016, w.e.f.01.01.2016 (as per AICTE Regulations, 2019) to the following staff, as detailed in Appendix-A (Regular staff) and Appendix-B (Retired teaching and other academic staff) annexed to this order.

- (1) Teachers and other academic staff such as library and physical education personnel in Government and Aided Polytechnics who are drawing the AICTE Scales of Pay, 2006;

Education and the offices of the Regional Joint Directorates of Technical Education & Secretary, Additional Secretary working in office of State Board of Technical Education and Training (SBTET) who are drawing the AICTE Scales of Pay, 2006.

- (3) Those who were already retired from Government Service either Voluntarily or on attaining the age of superannuation or died while in service on or after 01.01.2016 who are drawing the AICTE Scales of Pay, 2006 in the state of AP .

6. Anomalies, if any, in the implementation of the above, shall be brought to the notice of the Government for rectification/clarification.

7. The qualifications and other eligibility criteria for promotion of the staff mentioned at Para-5 (1) and 5 (2) working in the Department, shall be governed, as stipulated at Para-6.7 of the Modalities mentioned in Appendix-A annexed to this order. The Commissioner of Technical Education is authorized to submit necessary proposals to Government for amendment of APTES Rules, 2005 within the stipulated time, as per Appendix-A annexed to this order.

8. The Commissioner of Technical Education, AP, Vijayawada shall take necessary action in the matter accordingly.

9. This order issued with the concurrence of Finance (PC-TA) Department vide their U.O.No. FIN01-HR0PCTA (RPRC)/61/2019-PC-TA, dt.09.07.2022.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

SAURABH GAUR  
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

To

The Commissioner of Technical Education, AP, Vijayawada.

The Accountant General, A.P., Vijayawada.

The Secretary, Andhra Pradesh Public Service Commission, Vijayawada.

The Director of Treasuries & Accounts, A.P., Vijayawada.

The pay and Accounts officer, A.P., Vijayawada.

Copy to:

The PS to Secretary to CM, CM's Office, AP Secretariat.

The OSD to Hon'ble Minister for SD&T Dept.

The Finance (PC-TA) Department, AP Secretariat.

The PS to Principal Secretary to Government, SD&T Dept, AP Secretariat.

All Associations mentioned in the references above (through the CTE, AP, Vijayawada).

Sf/Sc.

**Modalities for implementation of AICTE Scales of Pay, 2016 to the Teachers, Librarians, Physical Directors worked in Government and Aided Polytechnics and similar staff worked in the Offices of Commissioner of Technical Education, Regional Joint Director and State Board of Technical Education and Training:**

**Short Title**

These Pay Scales may be called the Andhra Pradesh Revised AICTE Scales of Pay, 2016 (AICTE regulations on pay scales, Service Conditions and Minimum Qualifications for appointment of Teachers and other academic staff such as Library and Physical Education personnel in Technical Institutions and measures for the maintenance of Standards in Technical Education – (DIPLOMA) Regulations, 2019)

**1.2 Coverage and applicability: -**

(i) The AICTE Revised Pay Scales, 2016 are applicable to all the staff who are drawing the AICTE Scales of Pay, 2006 namely teaching staff, Librarians, Physical Directors and retired staff who are drawing the AICTE Scales of Pay, 2006 in Government Polytechnics/ State Wide Institutions/Grant-in-Aid institutions, including officers in the same category working at Commissionerate of Technical Education and the offices of the Regional Joint Directorates of Technical Education & State Board of Technical Education and Training (SBTET).

Further the AICTE Revised Pay Scales, 2016 are applicable to the teaching staff promoted to the posts of Joint Director, Regional Joint Directors working in the offices of Commissionerate of Technical Education and the offices of the Regional Joint Directorates of Technical Education & Secretary, Additional Secretary working in office of State Board of Technical Education and Training (SBTET) who are drawing the AICTE Scales of Pay, 2006.

(ii) These Scales are applicable to those Government Polytechnics/ State Wide Institutions/Grant-in-Aid institutions teaching staff / Librarians/ Physical Directors who were under the AICTE Scales of Pay, 2006 as on 01-01-2016 and recruited thereafter and fulfilled all the eligibility criteria laid down by the Government for the purpose.

(iii) These Scales are applicable to those Government Polytechnics/ State Wide Institutions/Grant-in-Aid institutions Librarians/ Physical Directors who have been already retired from Government Service either voluntarily or on attaining the age of superannuation or died while in service on or after 1-1-2016 and are drawing the AICTE Scales of Pay, 2006.

iv) These regulations shall apply to all diploma level technical institutions imparting technical education and such other courses / programs approved by AICTE and areas as notified by the council from time to time.

**1.3 Date of effect:**

- a) These Pay Scales shall come into effect from 01-01-2016.
- b) The AICTE Pay scales shall be implemented w.e.f 01-01-2016 to 18-08-2019 on notional basis. Arrears payable for the period from 19-08-2019 to

31-03-2021 shall be credited to the GPF Accounts of the individuals and locked in for a period of 2 (two) years and the arrears with effect from 01-04-2021 shall be paid in cash or as be decided by the Government.

- c) In respect of employees who were appointed to service on or after 01.09.2004 and are governed by the Contributory Pension Scheme (CPS), the AICTE Pay scales shall be implemented w.e.f 01-01-2016 to 18-08-2019 on notional basis. The arrears payable for the period from 19.08.2019 out of which the 10% of arrears shall be credited to the PRAN accounts of the individuals along with the employer share as per G.O.Ms.No.250, Finance (Pen. I) Department, dated: 06.09.2012 and the remaining 90% of arrears shall be paid in cash in three equal installments or as decided by the Government.
- d) The DA shall be as per the recommendations of AICTE and Government of India issued from time to time and will be implemented by the State Government as and when the same is sanctioned State Government employees.
- e) The following percentage of HRA as clarified vide No. 2/5/2017-EII (B), Dated: 07.07.2017 of the Ministry of Finance, Govt. of India shall be followed w.e.f. 01.07.2017.

City	Cities in Andhra Pradesh/Telangana	H.R.A. rates as per 2006 PRC	H.R.A. rates as per 2016 PRC		
			DA up to 25%	DA Crosses 25%	DA Crosses 50%
X	Hyderabad	30%	24%	27%	30%
Y	Vijayawada, Visakapatnam (Vizag), Guntur, Nellore	20%	16%	18%	20%
Z	Remaining Cities	10%	8%	9%	10%

f) Other Allowances: Allowances such as, Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, Deputation Allowance, House Building Allowance, and Travelling Allowance etc. shall be applicable from the date as notified by the Central Government from time to time. However, those allowances which are applicable and implemented to the state Government employees, alone, will only be applicable and implemented to the Teachers, Library and Physical Education personnel working in Government polytechnics and Aided polytechnics in the state under these new Pay Scales.

#### **1.4 Effective date of application of Service Conditions:**

- a) All other service conditions including Qualifications, Experience, Recruitment, Promotions etc. shall come into force with effect from 01.03.2019 i.e. the date of notification of AICTE regulations.

- b) The Qualifications, Experience, Recruitment and Promotions etc. during 01-01-2016 till the issue of AICTE Gazette Notification dated 01.03.2019 shall be governed by Service Conditions and Qualifications for the Teachers and other Academic Staff in Technical Institutions (Diploma) as Governed by Andhra Pradesh Technical Education Service Rules, 2005 dated 09-12-2005.
- c) Those who are eligible for promotions after the date of publication of this gazette shall have to meet the necessary conditions such as additional qualification, undergoing industrial training, pedagogical training, faculty induction program, publishing research papers etc. However, these requirements shall be permitted to be fulfilled till 31st July, 2022 so as to enable faculty members in equipping them for requisite mandatory requirements of this gazette to avail the benefit of promotion retrospectively from the date of eligibility.
- d) It may be noted that no further extension would be given beyond 31st July, 2022 and those who do not meet the essential criteria despite the above grace period, shall lose an opportunity for getting promotion retrospectively. However, they will be eligible for promotion from the date they meet these criteria thereafter.
- e) In cases, wherein interviews are already conducted either for direct recruitment or for promotions but candidates did not join, such candidates may be allowed to join. Their further up-gradation will be governed by the AICTE notification dated 01-03-2019.
- f) In cases, where advertisement was published, applications invited but interviews have not been conducted till publication of this notification, the institutes / employers are required to publish corrigendum and processing of applications must be done in accordance with the provisions given in governed by the AICTE notification dated 01.03.2019.

## **1.0 General**

There shall be designations in respect of teachers in Polytechnics, namely, Lecturer, Senior Lecturer, Head of the Section and Principal. The equivalent cadres are Librarian, Senior Librarian, Physical Director and Senior Physical Director with reference to Lecturer & Senior Lecturer etc. in teaching cadre.

## **2.1 Revised Designations and Mode of Appointments**

There shall be only Four designations in respect of teachers in the diploma level institutes/Polytechnics namely **Lecturer, Senior Lecturer, Head of the Section and Principal** as given below in **Table 1**. Also there shall be no change in the present designations in respect of **Library and Physical Education** personnel at various levels

Following mode of appointment shall henceforth be used

**Table 1: Cadre Structure and Mode of Appointment**

<b>S No</b>	<b>Designations of Teaching Faculty</b>	<b>Entry Pay (Rs.)</b>	<b>Level</b>	<b>Mode of Appointment</b>
1	Lecturer	56,100	9A	Direct Recruitment
2	Lecturer	57,700	10	Promotion by CAS / Direct Recruitment
3	Senior Lecturer / Lecturer Senior Scale)	68,900	11	Promotion / CAS
4	Senior Lecturer / Lecturer (Selection Grade -I)	79,800	12	Promotion / CAS
5	Senior Lecturer / Lecturer (Selection Grade -II)	131,400	13A1	Promotion / CAS
6	Head of the Section (HoS)	131,400	13A1	Promotion/ Direct Recruitment
7	Principal	131,400	13A1	Promotion/ Direct Recruitment

## 2.2 New Pay Structure

The new pay structure shall involve a pay matrix with an ascending series of levels and ascending cells in each level. The new pay matrix shall subsume the pay band and grade pay in one simple chart as given in **Annexure - I**. The pay matrix shall comprise of two dimensions – a horizontal range of levels starting from the lowest level in the hierarchy and ascending to the highest level, with the levels being numbered from 9A to 13A1 covering the entire gamut of Teachers and other. Within each level, the salary increases as one goes down vertically, with each progression of going down represented by a “Cell”. Each Cell within that level represents the steps of annual financial progression of 3%. On recruitment / promotion, an employee shall join at a particular level and progress within the level as per the vertical range. The movement shall be based on annual increments till the time of his /her next promotion. When the employee will receive a promotion, he/she will progress to the next level in the horizontal range till it exhausts.

## 2.3 Levels and Cells

The method followed by the 7<sup>th</sup> CPC shall be adopted in the academic pay structure also, moving from the concept of Pay Band and Academic Grade Pay to that of Levels and Cells. The changes will appear only due to the existing difference between the two streams in terms of Academic Grade Pay vis-à-vis the corresponding Grade Pay. The levels for academic pay shall be numbered as per the corresponding non-academic level. Thus, the levels are numbered as 9A, 10, 11, 12 and 13A1 corresponding to the present AGP of Rs. 5400, 6000, 7000, 8000 and 9000 respectively.

## 2.4 Pay matrix and Fixation of Revised Pay:

a) For fixation of pay of an Employee in the Pay Matrix as of 1st January, 2016, the existing pay (Pay in Pay Band plus Academic Grade Pay) in the pre-revised structure as on 31st December, 2015 shall be multiplied by a **factor of 2.57** rounded off to the nearest Rupee. The figure so arrived at, will be located at that Level in the Pay Matrix and If such an identical figure corresponds to any cell in the applicable level of the Pay Matrix, the same shall be the pay, and if no such cell is available in the applicable level, the pay shall be fixed in the immediate next higher cell in that applicable level of the pay Matrix. If the figure arrived at in this manner is less than the first cell on that Level, then the pay shall be fixed at the first cell on that Level of Pay Matrix (Annexure – I).

b) In cases where in revision of Pay, the pay of Government Servant drawing pay at two or more stages in pre-revised Pay Band and Grade Pay or scale, as the case may be, get fixed at same Cell in the applicable Level in the new Pay Matrix, one additional increment shall be given for every two stages bunched and the pay of Government Servant drawing higher pay in the pre-revised structure shall be fixed at the next vertical cell in the applicable level as per Ministry of Finance, Department of Expenditure OM No. 1-6/2016-1C dated 7<sup>th</sup> September 2016.”

c) In other words, if a situation arises whenever more than two stages are bunched together, one additional increment equal to 3 % may be given for every two stages bunched, and pay fixed in the subsequent cell in the pay matrix.

For instance, if two persons drawing pay of Rs. 53,000 and Rs.54,590 in the GP 10000 are to be fitted in the new pay matrix, the person drawing pay of Rs.53,000 on multiplication by a factor of 2.57 will expect a pay corresponding to Rs.1,36,210 and the person drawing pay of Rs.54,590 on multiplication by a factor of 2.57 will expect a pay corresponding to Rs.1,40,296. Revised pay of both should ideally be fixed in the first cell of level 14 in the pay of Rs.1,44,200 but to avoid bunching the person drawing pay of Rs.54,590 will get fixed in second cell of level 14 in the pay of Rs.1,48,500.

The following shall be kept in view while determining the extent of bunching as also the benefits to be extended on account of bunching at the time of initial fixation of pay.

- (i) Benefit on account of bunching is to be extended when two or more stages get bunched.
- (ii) Benefit of one increment is to be extended on account of bunching of every two consecutive stages.
- (iii) As stipulated, a difference of 3% is to be reckoned for determination of consecutive pay stages specific to each employee.
- (iv) All pay stages lower than Entry Pay in the 6<sup>th</sup> PRC pay structure as indicated in the Pay Matrix contained in the 7<sup>th</sup> PRC report are not to be taken into account for determining the extent of bunching.



#### **2.4.1 Pay Fixation in the case of Direct Recruitment / Promotions:**

(i) The pay of employees appointed by direct recruitment on or after the 1<sup>st</sup> day of January 2016 shall be fixed at the minimum pay or the first cell in the level, applicable to the post to which such employee is appointed. In case of promotion, the candidate would be given a notional increment (F.R. 22 a (i)) in his/her existing Level of Pay, by moving him/her to the next higher cell at that level. The pay shown in this cell would now be located in the new level corresponding to the post to which candidate has been promoted. If a cell identical with that pay is available in the new level, that cell shall be the new pay; otherwise the next higher cell at that level shall be the new pay of the employee. If the pay arrived at in this manner is less than the first cell in the new level, then the pay shall be fixed on the first cell of that level.”

(ii) The Pay fixation of Principals and other faculty members already drawing the pay in the AGP of Rs. 10000 as per 6th CPC; an appropriate column of the pay matrix table presented by 7th CPC for central Government employees shall be used as given in Annexure-I.

#### **2.5 Date of Increment**

- (i) Annual increment is given in the Pay Matrix at 3%, with each cell being higher by 3% over the previous cell in the same level, rounded off to nearest 100. Annual increments to each employee would move up in the same academic level, with an employee moving from the existing cell in the academic level to the immediate next cell in the same academic level.
- (ii) There shall be two dates of increment i.e., 1<sup>st</sup> January and 1<sup>st</sup> July of every year, provided that an employee shall be entitled to only one annual increment on either one of these two dates depending on the date of appointment, promotion or grant of financial up-gradation.
- (iii) The increment in respect of an employee appointed or promoted during the period between the 2<sup>nd</sup> day of January and 1<sup>st</sup> day of July (both inclusive) shall be granted on 1<sup>st</sup> day of January and the increment in respect of an employee appointed or promoted during the period between the 2<sup>nd</sup> day of July and 1<sup>st</sup> day of January (both inclusive) shall be granted on 1<sup>st</sup> day of July.

#### **2.6 Annual Process of Promotion**

(i) Every College / Director of Technical Education shall ensure that the selection process for direct recruitment for various positions is carried out annually so as to maintain required faculty numbers and cadre ratio as per AICTE norms so that no loss is caused to students. Process for the Screening / promotions of the faculty members shall be carried out at a regular span annually to avoid any stagnation in career growth of faculty members.

(ii) Candidates who do not fulfill the minimum requirement proposed in the Regulation, will have to be re-assessed after a period of one year. The date of promotion shall be the date on which he / she satisfy all the minimum requirements and successfully reassessed.

(iii) The constitution of the Screening Committee/Promotion committee/Selection Committee as applicable at different stages are enumerated in Annexure-II. Various stages of screening/promotion / direct recruitment are given in the **Table 2**.

**Table 2:**

**Stages of Screening/Promotion/Direct Recruitment and Mode of Selection**

<b>Stage</b>	<b>Designation</b>	<b>Mode of Selection</b>
Entry Level, Stage-I	Lecturer	Direct recruitment
Stage-II	Senior Lecturer/Lecturer (Senior Scale)	Promotion by DPC/Screening
Stage-III	Senior Lecturer /Lecturer (Selection Grade -I)	Promotion by Screening
Stage-IV	Senior Lecturer / Lecturer (Selection Grade -II)	Promotion by Screening
Stage-V	Head of Section	By Promotion through DPC/ Direct recruitment
Stage-VI	Principal	By Promotion through DPC/ Direct recruitment

A teacher who wishes to be considered for promotion may submit in writing in the prescribed proforma as evolved by the concerned College / DTE duly supported by all credentials to the HOS / Principal of the College, within three months in advance of the due date, that he / she fulfils all requisite qualifications.

## **2.7 Research Promotion Grant**

The thrust has to be given for improving quality by augmenting the research and development in the institutions. Therefore, all technical institutions should provide financial assistance for strengthening research activities.

## **2.8 Financial Support for implementation of AICTE PAY SCALES 2016.**

The entire liability on account of revision of pay scales etc. of Polytechnic teachers shall be that of the State Government.

## **2.9 Age of Superannuation**

The age of the superannuation of all Polytechnic teachers shall be as applicable to state Government Employees, as per the orders of the State Government issued from the time to time.

## **2.10 Health Insurance Scheme**

Health Insurance/Group Health Insurance/ Medical facilities, Group Insurance Scheme shall be given on the pattern applicable to State Government Employees.

## **2.11 Pension, Gratuity, Family Pension, GPF, Leave Encashment and Other Pension Benefits**

The pension and Family Pension shall be extended to faculty members and other academic staff as per the revised norms recommended by the 7<sup>th</sup> CPC for fixation of pension and family pension only. Pensionary benefits and pension rules, shall be applicable as per State Government employees issued from time to time.

## **2.12 Industrial Training**

Since a requirement of industrial training has been stipulated for vertical movement of faculty members, the AICTE, State Governments / DTEs, in consultation with the Confederation of Indian Industries (CII), FICCI, NASSCOM and other such industry bodies, devise a suitable mechanism for facilitating all faculty members to undergo industrial training.

## **2.13 Teaching Engagement**

The faculty members working in technical institutions under the purview of AICTE shall have a teaching engagement of not less than 40 hours per week including teaching contact hours and other activities. The work of tutorial / project/ research/ administration may be distributed among the faculty members as per the need and availability of staff.

The laboratory engagement will also be counted towards teaching hours. The minimum teaching contact hours for various positions shall be as given in **Table 3**.

**Table 3: Teaching Engagement of Faculty Members in Diploma Level Institutions**

<b>Designation</b>	<b>(Teaching / Laboratory Hours)/ Week (Minimum)</b>
Lecturers	18
Senior Lecturer	18
Head of Section	16
Principal	6

## **2.14 Incentives for New Entrants**

New entrants as well as existing faculty members shall be provided with a desktop computer/ laptop/ office furniture and a printer with internet connectivity in their office to make faculty members computer savvy and to enable them to have access to the latest technology.

## **2.15 Grants for Professional Development**

All faculty members may be given a grant on reimbursable basis up to Rs. 25,000/- per year, which may be permitted to be accumulated up to 3 years towards acquiring the membership of Professional Societies and for participating in National /International conferences/workshops etc.

## **2.16 Consultancy**

- (i) Consultancy work may be undertaken by members of the faculty to generate resources either for the institutions or for themselves.
- (ii) Not only the faculty members should be encouraged to undertake consultancy work, but also an appropriate conducive environment be created by the State Governments / managements of institutions to facilitate faculty members to undertake such work.
- (iii) Suitable parameters for sharing the generated resources between the institution and individual faculty member may be evolved and adopted by the institutions where consultancy work is undertaken by faculty members.
- (iv) The faculty members engaged in consultancy/ industry interaction / research / start-up activities / community services may be allowed some adjustment in teaching time table without compromising their teaching contact hours.

## **2.17 Sabbatical Leave for Faculty**

To encourage interface between Technical Education and Industry, the faculty members in Technical Institutions shall be given sabbatical leave of six months for working in industry / professional development, subject to the condition that the faculty has a teaching experience of minimum five years. Such leave, however, shall be available to a teacher only twice in his /her teaching career.

## **2.18 Start-up**

Presently, the institutions are ranked based on academic performance and placement of students. In future it may be also based on number of start-ups and entrepreneurs created by the institute. Therefore, technology incubation centers shall be established and frequent interactions between entrepreneurs / industrialists / alumni and students shall be arranged to motivate students to initiate start-up.

## **2.19 Incentives for Ph. D. / M. Phil. and other Higher Qualification**

- (i) Five non-compounded advance increments shall be admissible at the entry level of a recruited lecturer possessing a degree of Ph.D. awarded in the relevant discipline by a recognized University following the due process of admission test, course work and external evaluation as prescribed by the UGC or the admission process adopted by the institutes established under the Act of Parliament or students having valid GATE / GPAT score for admission to Ph.D. under National Doctoral Fellowship program of AICTE / Prime Minister's Research Fellowship program.
- (ii) Those possessing Master's degree in Engineering/ Technology/ Architecture/ Planning/ Pharmacy/ Design/Town Planning etc. recognized by the relevant statutory body / council, shall be entitled to two non-compounded advance increments at the entry level.
- (iii) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level as Lecturer only if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a recognized University following the due process of admission test, course work and external evaluation as prescribed by the UGC or the admission process adopted by the institutes established under the Act of Parliament or students having valid GATE / GPAT score for admission to Ph.D. or students selected for Ph.D. program under Quality Improvement Program (QIP) / Teacher Research Fellowship (TRF).

## **2.20 Statutory Reservation**

The statutory reservation policy for recruitment and promotion of SC / ST / BC / EBC / PWD (persons with Disability) / Women candidates must be adhered to as per the respective state Government rules.

## **2.21 Quality Improvement Programme (QIP) Scheme for Teachers in Technical Institutions**

With a view to improve the quality of Technical Education, DTE and Secretary of Skill Development & Training Department are directed to implement QIP scheme for all the eligible teachers working in Government and Government aided institutions.

## **2.22 Counting of Past Services for Direct Recruitment and Promotion**

Previous regular service, whether national or international, as Lecturer, Assistant Professor/Associate Professor/HOD/Workshop Superintendent etc. in a University, College, equivalent post in National Laboratories or other scientific / professional organizations such as the CSIR, ICAR, DRDO, UGC, AICTE, ICSSR, ICHR, ICMR, DBT or state PSUs etc., shall be counted for direct recruitment and promotion of a

teacher as Lecturer, Head of the Section, Principal or any other nomenclature provided that:

- a) The qualifications for the post held should not be lower than the qualifications prescribed by the AICTE for Lecturer, Head of the Section and Principal, as the case may be.
- b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Lecturer, Head of the Section and Principal.
- c) The candidate for direct recruitment has applied through proper channel only.
- d) The concerned person should possess the same minimum qualifications as prescribed by the AICTE for appointment to the post of Lecturer, Head of the Section and Principal, as the case may be.
- e) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the State Government / Central Government / concerned institution, for such appointments.
- f) The previous appointment was not as guest lecturer for any duration or ad-hoc or in a leave vacancy of less than one year duration. Ad-hoc or temporary service can be counted provided that:
  - 1. The period of service was of more than one year duration;
  - 2. The incumbent was appointed on the recommendation of duly constituted Selection Committee.
  - 3. The incumbent was selected to the permanent post in continuation to the ad-hoc or temporary service.
  - 4. An artificial break in service shall not be used to the prejudice of employee, appointed on permanent basis. The person appointed on permanent basis shall be given the benefit of entire service rendered by him with effect from the date of initial appointment (temporary/contract/ad-hoc) notwithstanding the artificial break / breaks in service.
  - 5. The incumbent was drawing total gross emoluments not less than the monthly gross salary at initial stage of a regularly appointed Lecturer, Head of the Section and Principal, as the case may be; and
  - 6. At the time of selection, the negotiated terms and conditions clearly mention the period of experience, nature of experience and same has been consented by the employer.
- g) No distinction should be made with reference to the nature of management of the institution where -previous service was rendered (private/local body/Government) for counting past services under this clause.

## **2.23 Equivalence of Experience of Diploma Level Institutions and Degree Level Institutions**

Experience at degree level institutions shall be considered equivalent to experience in the diploma level institutions at appropriate level, as applicable provided, scale of pay, qualifications, experience and research contributions are same for the post under consideration as per the present notification.

## **2.24 Cadre Structure**

The “Cadre Structure” in diploma level institutions imparting technical education is as given in **Table 2**. The following guidelines are to be taken care of while promoting faculty members indifferent cadres.

- a) Incumbent faculty members shall be upgraded to higher position, after being eligible, through a process of selection to be held annually irrespective of availability of vacancies in that cadre.
- b) The incumbent so upgraded to a higher cadre shall be re-designated as Lecturer (Senior Scale) / Lecturer (Selection Grade - I) / Lecturer (Selection Grade - II) as the case may be.
- c) With this cadre structure, all faculty members may become Lecturer (Selection Grade - II).
- d) The entry post of Lecturer can be treated as vacant once the incumbent moves on higher cadre i.e., to the post of Senior Lecturer through DPC)

## **2.25 Fixation of Pay**

The fixation of pay and designations of incumbents in the revised pay scales shall be as given in **Annexure – I**.

Incumbent faculty members / Principals, who are in AGP of 10,000/- as per 6<sup>th</sup> CPC, shall be fixed in the appropriate cell corresponding to Level 14 of pay matrix table recommended by 7<sup>th</sup> CPC as per the AICTE notification dated 20.05.2020 (The Gazette Govt. of India dated 29.05.2020) as in **Annexure – I**.

## **2.26 Position of Principals**

(i) Principal of AICTE approved institution has to be a full time faculty selected in accordance with the due process of selection to be adopted by the concerned State Government / DTE / Public Service Commission / respective Board of Governors / Board of Management etc., by taking into consideration the qualifications and other requirements as laid down by AICTE from time to time.

## **3.0 Mandatory Teacher Trainings.**

- a) Every teacher appointed / promoted to any position here onwards with effect from the publication of this Government orders shall have to mandatorily undergo 8 online modules of MOOCs in SWAYAM as per the AICTE teacher training policy preferably within first year of service.

- b) No newly appointed faculty member shall be completing the probation without getting the certification of completion of these 8 modules. The teacher training policy document may be downloaded from AICTE website.
- c) The requirement of completing these modules as envisioned in this gazette is applicable to all the incumbent teachers also while applying for promotion / selection to next higher cadre only once in the career.
- d) The requirement of completing these modules, however, shall be permitted to be fulfilled till 31<sup>st</sup> July, 2022 so as to enable faculty members in equipping them for requisite mandatory requirements of this AICTE gazette to avail the benefit of promotion retrospectively from the date of eligibility.

#### **4.0 Revised Pay Scales, Service conditions and Career Advancement Scheme for teachers and equivalent positions:**

The Direct recruitment on the post of lecturer shall be made at two different levels of pay in Diploma level institutions based on the qualifications of the candidate at the time of application. Minimum qualification, experience, research contributions, feedback and requisite training requirements for different levels for direct recruitment, screening and promotions for the faculty members are as follows;

##### **4.1 For Direct Recruitment of Lecturer (Level – 9A, Entry Pay 56,100/-)**

Those possessing a minimum of 4-year Bachelor's degree shall be placed in Level 9A at entry pay of Rs.56,100/-.

##### **(a) Engineering / Technology**

B. E. / B. Tech. / B. S. in relevant discipline with First Class or equivalent.

##### **(b) Pharmacy**

B. Pharm. with First Class or equivalent.

##### **(c) Hotel Management and Catering Technology**

A minimum 4-year Bachelor's Degree in HMCT with First Class or equivalent.

##### **(d) Architecture**

B.Arch. or a 4-year Degree in an allied field with First Class or equivalent.

##### **(e) Fine Arts**

Bachelor's degree in appropriate discipline of Fine Arts (Applied Arts, Painting and Sculpture) or equivalent with First Class or equivalent.

##### **(f) Design**

Bachelor's degree in design or a minimum 4-year Diploma in any one of the streams of Design, Fine Arts, Applied Arts and Architecture or Bachelor's degree in Engineering with First Class or equivalent.



**(g) Sciences and Humanities**

Master's degree in appropriate subject with First Class or equivalent at Bachelor's or Master's level.

**4.2 For Direct Recruitment of Lecturer (Level – 10, Entry Pay 57,700/-)**

**(a) For Technical Disciplines**

Bachelor's and Master's Degrees in relevant disciplines with First Class in either of the two at the time of selection.

**(b) For Sciences and Humanities**

A Master's degree with First Class or equivalent in a relevant subject and, must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET.

**(c) For Promotion of incumbent Lecturer in Level 9A to Level 10**

- i) Candidates from technical disciplines shall be placed in Level 10 at suitable cell as and when the candidates acquire the Master's degree in relevant technical discipline.
- ii) Candidates of Sciences and Humanities shall be placed in Level 10 at suitable cell as and when the candidates clear the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET.
- iii) In case candidates do not acquire relevant Master's degree in the case of technical disciplines and in case of candidates from Sciences and Humanities do not clear National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET, they shall be placed in appropriate cell of level 10 only after completion of 5 years.

**4.3 Min. Qualifications for Lecturer (Senior scale)(Level – 11, Entry Pay 68900/-)**

- 1) Qualifications as prescribed for the post of Lecturer.

**AND**

- 2) Three weeks of industrial training at the level of Lecturer

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognised by AICTE/UGC/TEQIP/NITTTR/ Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT)/IISc/IIT /University/Govt. and out of which at least one of the FDPs shall be in advanced Pedagogy.

**OR**

3) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

3) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

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**AND**

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4) Minimum 5 years of experience and an average 360° feedback score between 8 to 10 on the scale of 10 in the cadre of Lecturer.

**OR**

4) Minimum 6 years of experience and an average 360° feedback score between 5 to < 8 on the scale of 10 in the cadre of Lecturer.

**4.4 Min. Qualifications for Lecturer (Selection Grade - I) (Level – 12, Entry Pay 79800/-)**

1) Qualification as prescribed for the post of Lecturer (Senior Scale) necessarily with a Master's Degree in relevant discipline in First Class or equivalent either at Bachelor's or at Master's level

**AND**

2) Three weeks of industrial training at the level of Lecturer (Senior Scale)

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognized by AICTE/UGC/TEQIP/NITTTR/ Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT)/IISc/IIT /University/Govt.

**OR**

3) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

3) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

4) Minimum 5 years of experience with an average 360° feedback score between 8 to 10 on the scale of 10 in the cadre of Lecturer (Senior Scale).

**OR**

4) Minimum 6 years of experience with an average 360° feedback score between 5 to < 8 on the scale of 10 in the cadre of Lecturer (Senior Scale).

1) Qualifications as prescribed for the post of Lecturer (Selection Grade - I).

**AND**

2) Three weeks of industrial training at the level of Lecturer (Selection Grade - I)

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognized by AICTE/UGC/TEQIP/NITTTR/PanditMadan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMSTT)/IISc/IIT /University/Govt.

**OR**

3) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

3) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

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**AND**

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4) Ph. D. in relevant discipline with minimum 3 years of experience, 2 research publications in SCI journals / UGC / AICTE/ CoA/ PCI approved list of journals and an average 360° feedback score between 8 to 10 on a scale of 10, all in the cadre of Lecturer (Selection Grade - I) Level - 12.

**OR**

4) Ph. D. in relevant discipline with minimum 4 years of experience, 2 research publications in SCI Journals / UGC / AICTE. CoA/ PCI approved list of journals and an average 360° feedback score between 5 to < 8 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

**OR**

4) Minimum 6 years of experience with an average 360° feedback score between 8 to 10 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

**OR**

4) Minimum 8 years of experience with an average 360° feedback score between 5 to < 8 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

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**Note: 360° Feedback**

1. The feedback obtained every year, till the date of eligibility of next stage, shall be taken as an average of all the preceding years added together required for promotions.
2. In case the candidate fails to achieve the minimum specified feedback score, the subsequent years may be taken into consideration while dropping the lowest feedback score in any one of the year.

**4.5.1 Min. Qualifications for Senior Lecturer (Level – 11, Entry Pay 68900/-) – By Promotion.**

1) Qualifications as prescribed for the post of Lecturer and 5 years experience in Teaching at the level of Lecturer

**AND**

2) Two weeks of induction training conducted by AICTE/UGC/TEQIP/NITTTR Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMNTT)/IISc/IIT /at the level of Lecturer.

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognised by AICTE/UGC/TEQIP/NITTTR/ Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMNTT)/IISc/IIT /University/Govt. and out of which at least one of the FDPs shall be in advanced Pedagogy

**OR**

3) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

3) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

**AND**

4) Minimum 5 years of experience and an average 360° feedback score between 8 to 10 on the scale of 10 in the cadre of Lecturer.

**OR**

4) Minimum 6 years of experience and an average 360° feedback score between 5 to < 8 on the scale of 10 in the cadre of Lecturer.

**4.5.2 Min. Qualifications for Senior Lecturer (Selection Grade - I) (Level – 12, Entry Pay 79800/-)**

1) Qualification as prescribed for the post of Lecturer (Senior Scale) necessarily with a Master's Degree in relevant discipline in First Class or equivalent either at Bachelor's or at Master's level.

**AND**

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognised by AICTE/UGC/TEQIP/NITTTR/ Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMNTT)/IISc/IIT /University/Govt.

**OR**

3) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

3) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

**AND**

4) Minimum 5 years of experience with an average 360° feedback score between 8 to 10 on the scale of 10 in the cadre of Lecturer (Senior Scale).

**OR**

4) Minimum 6 years of experience with an average 360° feedback score between 5 to < 8 on the scale of 10 in the cadre of Lecturer (Senior Scale).

**4.5.3 Min. Qualifications for Senior Lecturer (Selection Grade - II) (Level – 13A1, Entry Pay 131400/-)**

1) Qualifications as prescribed for the post of Lecturer (Selection Grade - I).

**AND**

2) Three weeks of industrial training at the level of Lecturer (Selection Grade - I)

**AND**

3) Two weeks of Faculty Development Programme (FDP) recognised by AICTE/UGC/TEQIP/NITTTR/Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNMNTT)/IISc/IIT /University/Govt.

**OR**

4) One week faculty development programme as above and one eight weeks duration MOOCS course with E-Certification by NPTEL-AICTE.

**OR**

4) Completed two such eight weeks duration MOOCS courses with E-Certification by NPTEL-AICTE.

**AND**

5) Ph. D. in relevant discipline with minimum 3 years of experience, 2 research publications in SCI journals / UGC / AICTE/ CoA/ PCI approved list of journals and an

average 360° feedback score between 8 to 10 on a scale of 10, all in the cadre of Lecturer (Selection Grade - I) Level - 12.

**OR**

5) Ph. D. in relevant discipline with minimum 4 years of experience, 2 research publications in SCI Journals / UGC / AICTE. CoA/ PCI approved list of journals and an average 360° feedback score between 5 to < 8 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

**OR**

5) Min.6 years of experience with an average 360° feedback score between 8 to 10 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

**OR**

5) Min. 8 years of experience with an average 360° feedback score between 5 to < 8 on a scale of 10, all in the cadre of Lecturer (Selection Grade-I) Level - 12.

**Note: 360° Feedback**

1. The feedback obtained every year, till the date of eligibility of next stage, shall be taken as an average of all the preceding years added together required for promotions.
2. In case the candidate fails to achieve the minimum specified feedback score, the subsequent year's may be taken into consideration while dropping the lowest feedback score in any one of the year.

**4.6 Minimum Qualifications for Head of the Section (Level – 13A1, Entry Pay 1,31,400/-)**

**For Direct Recruitment/by Promotion:**

Ph. D. in relevant field and First Class at Bachelor's or Master's Degree level in the relevant discipline; minimum of 12 years of experience in Teaching/ Research/ Industry, out of which at least 2 years shall be post Ph.D experience minimum at the level of Lecturer (Selection Grade-I).

**OR**

First Class at Bachelor's or Master's Degree level in relevant discipline with minimum of 15 years of experience in Teaching / Research / Industry, out of which at least 3 years shall be at the level of Lecturer (Selection Grade - II).

**4.7 Qualifications for Principal**

**(Level – 13A1, Entry Pay 131400/- with the special allowance of Rs. 4500/- per month)**

**(a) Direct recruitment:**

Ph.D. and First class at either Bachelor's or Master's level in the relevant discipline with minimum of 16 years of experience in Teaching / Research / Industry out of

which at least 3 years shall be Post Ph. D experience and 5 years experience not below the at the level of Head of Department/Head of Section.

**OR**

First class at Bachelor's or Master's level in the relevant discipline and minimum of 20 years of experience in Teaching / Research/ Industry, out of which 5 years of experience not below the level of Head of Department/Head of Section.

**(b) For promotion of the Incumbent**

Ph.D. and First class at Bachelor's or Master's level in the relevant discipline with minimum of 16 years of experience in Teaching / Research/ Industry out of which 5 years shall be at the level of Head of Section and 3 years shall be post- Ph.D experience; An average 360° feedback score of 5 to < 8 out of 10 for last 5 years.

**OR**

First class at Bachelor's or Master's level in the relevant discipline; minimum of 20 years of experience in Teaching / Research/ Industry, out of which 7 years shall be not below the level of Head of Section. An average 360° feedback score of 8 to 10 out of 10 for last 5 years.

**5.0 Min. Qualifications for Direct Recruitment and Promotion of Academic Staff**

**5.1 Min. Qualifications for direct recruitment of Librarian (Level – 9A,Entry Pay 56100/-)**

(i) Master's Degree in Library Science/Information Science / Documentation Science or an Equivalent Professional Degree with at least First Class or equivalent and a consistently good academic record with knowledge of computerization of library.

(ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode.
- b) The Ph.D. thesis has been evaluated by at least two external examiners.
- c) Open Ph.D. viva voce of the candidate has been conducted;

## **5.2 Minimum Qualifications for Direct Recruitment of Physical Director (Physical Education - Level – 9A, Entry Pay 56100/-)**

- (i) Master's Degree in Physical Education or Master's Degree in Physical Education Science or equivalent degree with at least First Class or its equivalent with good academic record from a recognized University / Institute.
- (ii) Record of having represented the University / College at the inter-University / Inter-collegiate competitions or the state and / or national championships;
- (iii) Record of strong involvement and proven track record of participation in sports, drama, music, films, painting, photography, journalism event management or other student / event management activities during college / University studies.
- iv) Record of organizing such events as student's convener or in later part of life.
- v) Evidences of organising competitions and coaching camps for at-least two week's duration.
- vi) Evidence of having produced good performance of teams / athletes for competitions like National / State / Inter University / Combined University etc.

### **Physical Fitness Norms**

Subjected to the provisions of these regulations, all candidates who are required to undertake the physical fitness tests are required to produce a medical certificate. Certifying that he / she is medically fit before undertaking such tests.

#### **1. Norms for Men:**

12 Minutes run / walk test			
Up to 30 Years	Up to 40 Years	Up to 45 Years	Up to 50 Years
1800 meters	1500 meters	1200 meters	800 meters

#### **2. Norms for Women:**

8 Minutes run / walk test			
Up to 30 Years	Up to 40 Years	Up to 45 Years	Up to 50 Years
1000 meters	800 meters	600 meters	400 meters

## **5.3 For Direct Recruitment of Physical Director (Physical Education) and Librarian (Level – 10, Entry Pay 57,700/-)**

A Master's degree with First Class or equivalent and have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET.



- (i) Physical Director (Physical Education) shall be placed in Level 10 at suitable cell as and when the candidates clear the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET.
- (ii) In case candidates do not clear National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET / SET, they shall be placed in appropriate cell of level 10 only after completion of 5 years.

### **5.5 Methodology of further Promotions for Physical Director (Physical Education) and Librarian**

The qualifications for promotions for Physical Director (Physical Education) and Librarian shall be as per the UGC Notification No. F.1-2/2017(EC/PS) Dated 18th July, 2018.

### **5.6 Career Advancement Scheme (CAS) for Librarians:**

The Librarians shall have four levels i.e. Level 10, Level 11, Level 12, Level 13A1.

#### **5.6.1 From Librarian (Level 10) to Librarian (Senior Scale/Level 11):**

##### **Eligibility:**

- (i) A Librarian who is in Level 10 and has completed four years of service having a Ph.D degree in Library Science/ Information Science/ Documentation Science or an equivalent degree **or** five years' of experience, having at least a M.Phil. degree, **or** six years of service for those without a M.Phil or a Ph.D. degree.
- (ii) He/she has attended Orientation course of three one week FDP training programmes; and
- (iii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Table 4.

##### **CAS Promotion Criteria:**

A Librarian may be promoted if:

- 1) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Table 4,

**And**

- 2) The promotion is recommended by a screening-cum-evaluation committee.

#### **5.6.2 From Librarian (Senior Scale/Level 11) to Librarian (Selection Grade/Level 12)**

##### **Eligibility:**

- (a) He/she has completed five years of service in that grade.

(i) Training/Seminar/Workshop/Course on automation and digitalization.

(ii) Maintenance and other activities as per Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),

(iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or Library

(iv) up-gradation course.

### **CAS Promotion Criteria:**

An individual shall be promoted if:

1) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Table 4, and;

2) The promotion is recommended by a screening-cum-evaluation committee.

### **5.6.3 From Librarian (Selection Grade/level 12) to Librarian (Level 13 A1)**

(a) He/she has completed three years of service in that grade.

(b) He/she has done any one of the following in the last three years:

i. Training/Seminar/Workshop/Course on automation and digitalization,

ii. Maintenance and related activities as per Table 4 of at least two weeks' (ten days) duration,

iii. Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),

iv. Taken/developed one MOOCs course in the relevant subject (with e-certification), and

v. Library up-gradation course.

### **CAS Promotion Criteria:**

An individual shall be promoted if:

1. He/she gets a 'satisfactory' or 'Good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Table 4;

**And**

2. The promotion is recommended by a Selection Committee constituted as per these regulations/Government orders on the basis of the interview performance.

### **5.7 Career Advancement Scheme (CAS) for Physical Directors:**

Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (II) and 6.4 (III)

(ii) The Physical Director shall have four levels i.e. Academic Level 10, Level 11, Level 12 and Level 13A1.

### **5.7.1 From Physical Director (Level 10) to Physical Director (Senior Scale / Level 11)**

#### **Eligibility:**

1) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.

2) He/she has attended one Orientation course of 21 days' duration;

#### **And**

3) He/she has done any one of the following:

- (i). Completed Refresher / Research Methodology Course/ workshop,
- (ii). Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and
- (iii). Taken/developed one MOOCs course (with e-certification).

#### **CAS Promotion Criteria:**

An individual may be promoted if:

- 1. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Table 5; and
- 2. The promotion is recommended by a screening-cum-evaluation committee.

### **5.7.2 From Physical Director (Senior Scale/Level11)/ to Physical Director (Selection Grade-I/Level 12):**

- (a) He/she has completed five years of service in that grade.
- (b) He/she has done any two of the following in the last five years:
- (c) Completed one course / programme from among the categories of refresher courses, research methodology workshops,
- (d) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration,
- (e) Completed two courses of at least one week(five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), and
- (f) Taken/developed one MOOCs course in the relevant subject (with e-certification).

An individual may be promoted if;

1. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Table 5,

**And**

2. The promotion is recommended by a screening-cum-evaluation committee.

### **5.7.3 from Physical Director (Selection Grade-II/Level 12) to Physical Director (Academic Level 13 A 1)**

- (a) He/she has completed three years of service.
- (b) He/she has done any one of the following during last three years:
- (c) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop,
- (d) Teaching-Learning- Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration),
- (e) Taken / developed one MOOCs course in relevant subject (with e-certification).

### **CAS Promotion Criteria:**

An individual may be promoted if;

- (a) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Table 5, and;
- (b) The promotion is recommended by a selection committee constituted as per the regulations on the basis of interview performance.

### **5.8 Relaxation in terms of Faculty Development Programme (FDP), Industrial training and 360° feedback and research publication requirement:**

If any faculty member working in diverted capacity, Relaxation in terms of FDP, Industrial training and 360° feedback and research publication requirement may be extended for faculty members working in diverted capacity for not more than a period of 3 years. However, having ACRs consistently above "Very Good" is necessary.

## **6.0 Additional Requirements**

### **6.1 Research Publications**

In order to ensure quality of publications for promotions, a minimum standard would be ensured through the following.

- (a) For the purpose of promotions, candidates must have published research papers in SCI journals OR UGC approved Journals OR AICTE approved list

- (b) In case of HMCT, 1 live case study or 1 live industry project as research / consultancy having credential of very high standing would be recognized as equivalent to 1 publication.
- (c) In case of Design, Architecture and Town Planning, 1 live case study, 1 live industry project as research / consultancy or 1 exceptional design having credential of very high standing / obtained high level recognition would be recognized as equivalent to 1 publication.

## **6.2 Equivalence for Ph.D. / Eligibility of direct Ph.D. after B.E. / B.Tech**

### **6.2.1 Equivalence for Ph.D**

Equivalence for PhD is based on publication of 5 International Journal papers, each Journal having a cumulative impact index of not less than 2.0, with incumbent as the main author and all 5 publications being in the authors' area of specialization. Alternatively, the person should have obtained at least two patents or contributed to the increased productivity in the place of work recognized at state or national level or elected as a Fellow of any of the national academies. However, the procedure of providing equivalence shall be devised by concerned affiliating university.

### **6.2.2 Eligibility of direct Ph.D. after B.E./B.Tech**

The qualification of Ph.D acquired for the various level of posts directly after B.E/ B.Tech. is applicable in Technical Institutions, provided degree of Ph. D awarded is in relevant discipline by a recognised University following the process of registration, course work and evaluation etc. as prescribed by UGC or has been awarded by the Institutes of national importance (i.e. IITs/IISc/ NITs etc.), duly recognized by the MHRD. Further, candidate should have obtained at least first class at Bachelor's level in Engineering /Technology.

## **6.3 Class / Division**

If a class / division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class / division. If a Grade Point System is adopted the CGPA will be converted into equivalent marks as below.

<b>Grade Point</b>	<b>Equivalent Percentage</b>
6.25	55 %
6.75	60 %
7.25	65 %
7.75	70 %
8.25	75 %

#### **6.4 Nomenclature of relevant degrees**

The qualifications for various faculty posts specify that the degree shall be in the appropriate / relevant branch of specialization. Many IITs, NITs, Central Universities start interdisciplinary programs of new nomenclatures. In view of the increasing importance of interdisciplinary nature of engineering, the inter-disciplinary courses for both UG and PG specializations may be considered. The selection committee may take a final decision in this regard depending on the requirement of the program of study and institution. AICTE has already clarified this issue vide Government of India Gazette F. No. 27/RIFD/Pay/01/2017-18 dated 28.04.2017. If any specialization is not available in the AICTE basket, the Board / Director of Technical Education / Public Service Commission / University shall decide the equivalence based on the curriculum of the program. Hence, incumbent faculty recruited in the past based on their qualifications / specializations acquired will continue to be eligible for promotion as well as direct recruitment in the same or other institutions, subject to fulfillment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts.

#### **6.5 Incumbent faculty Members with previous qualifications**

Existing incumbents recruited as a Faculty with the basic minimum qualifications such as M.Sc. (Mathematics), M.Sc. (Biotechnology), M.Sc. (Electronics), M.Sc. (Computer Science & allied subjects), M.Sc. (Physics), M.Sc. (Chemistry), MCA, PGDM, AMIE / M. Com and any other similar qualifications which were considered eligible at the time of recruitment or taken admission in such courses before publication of this Govt. order are to be considered as eligible for promotion as well as direct recruitment in the same or other institutions, subject to fulfillment of other eligibility criteria and higher qualifications as prescribed, if any, for various teaching posts.

#### **6.6 Faculty Members on deputation**

Any Faculty Member on deputation to some Government Organization /Autonomous Bodies such as DTE /AICTE / UGC /MHRD /DST / Universities etc on academic / administrative positions shall be deemed to have experience of academics and academic administration and be exempted from the requirement of FDP, Industrial Training and 360o feedback. If the faculty has secured at least Very Good rating, it shall be considered equivalent to 8 points on a 10 point scale of 360° feedback in reference to this notification for the period of deputation.

#### **6.7 Authorization to the Commissioner of Technical Education:**

The Commissioner of Technical Education is authorized to prescribe any more appropriate conditions in implementation of AICTE Pay Scales and regulations to the teachers and other academic staff such as Librarian and Physical Education personnel working in the department subject to condition that it does not confer any undue benefit to the teachers and there should not be any additional expenditure on the state finances.

The qualifications and other eligibility criteria for the promotions of teachers and other Academic Staff such as Library and Physical Education Personnel working in the Department shall be governed by APTES Rules issued vide G.O.Ms.No.178, Higher Education (TE) Department, dated 09.12.2005 till 31.07.2022 only. The Commissioner of Technical Education shall submit necessary proposals to Government immediately, as per the modalities appended to this order, for issue of amendment orders to the existing APTES Rules before 31.07.2022

**ANNEXURE- I****Pay Matrix Table for Diploma Level Technical Institutions**

<b>PAY MATRIX</b>				
<b>(All figures are in Rupees)</b>				
<b>Pay Band VI CPC</b>	<b>15600-39100</b>			
<b>Cadre Title VII CPC</b>	<b>Lecturer</b>	<b>Lecturer</b>	<b>Lecturer (Senior scale)</b>	<b>Lecturer (Selection Grade -I)</b>
<b>Academic Grade Pay-VI CPC</b>	5400	6000	7000	8000
<b>Entry Pay</b>	21000	21600	25790	29900
<b>Cell No. / Level</b>	→ <b>9A</b>	<b>10</b>	<b>11</b>	<b>12</b>
1	56100	57700	68900	79800



2	57800	59400	71000	82200
3	59500	61200	73100	84700
4	61300	63000	75300	87200
5	63100	64900	77600	89800
6	65000	66800	79900	92500
7	67000	68800	82300	95300
8	69000	70900	84800	98200
9	71100	73000	87300	101100
10	73200	75200	89900	104100
11	75400	77500	92600	107200
12	77700	79800	95400	110400
13	80000	82200	98300	113700

14	82400	84700	101200	117100
15	84900	87200	104200	120600
16	87400	89800	107300	124200
17	90000	92500	110500	127900
18	92700	95300	113800	131700
19	95500	98200	117200	135700
20	98400	101100	120700	139800
21	101400	104100	124300	144000
22	104400	107200	128000	148300
23	107500	110400	131800	152700
24	110700	113700	135800	157300
25	114000	117100	139900	162000

26	117400	120600	144100	166900
27	120900	124200	148400	171900
28	124500	127900	152900	177100
29	128200	131700	157500	182400
30	132000	135700	162200	187900
31	136000	139800	167100	193500
32	140100	144000	172100	199300
33	144300	148300	177300	205300
34	148600	152700	182600	211500
35	153100	157300	188100	
36	157700	162000	193700	
37	162400	166900	199500	
38	167300	171900	205500	

39	172300	177100		
40	177500	182400		

**Note-1:**\*PAY MATRIX for Principals and other faculty members already drawing the pay in the AC  
Notification dt. 20.05.2020 (The Gazette Govt. of India dated 29.05.2020).

**Note-2:** The end-points of any column do not signify the end points of the pay received at the  
pay scales, the last point does not represent the maximum pay of that level for calculation  
treated as the maximum and minimum of a pay scale to

## **ANNEXURE – II**

### **Constitution of Committee for Direct Recruitment, Screening and Promotion**

The following guidelines shall be pursued on:

- (a) Direct Recruitment of the Lecturers in Government Polytechnics.
- (b) Promotion for Senior Lecturer, Head of Section (HoS) and Principal.
- (c) Screening for promotion to Lecturer (Level 10), Lecturer (Senior Scale), Lecturer (Selection Grade-I), Lecturer (Selection Grade - II) under Career Advancement Scheme (CAS)

#### **Selection Proceedings:**

All the screening / selection procedures shall be completed immediately after the screening / selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected / promoted candidates in order of merit, duly signed by all members of the committee.

#### **(a) Direct Recruitment of the Lecturers in Government Polytechnics.**

The Direct Recruitment for the Lecturers in Government Polytechnics in Andhra Pradesh is done through the Andhra Pradesh Public Service Commission (APPSC) in accordance with its recruitment procedure

#### **(b) Promotion for Senior Lecturer, Head of Section (HoS) and Principal**

The promotions for Senior Lecturer, Head of the Section (HOS) and Principal shall be effected through Departmental Promotion Committees (DPCs) constituted from time to time by the Government of Andhra Pradesh as per the Rules in vogue. The Andhra Pradesh State Government shall decide the composition of 'Departmental Promotion Committee (DPC)' from time to time for different Promotions to various posts.

#### **(c) Screening for promotion to Lecturer (Senior Scale), Lecturer (Selection Grade-I), Lecturer (Selection Grade - II) under Career Advancement Scheme (CAS)**

The A.P.P.S.C. shall scrutinize and recommend the names for promotion under CAS. The committee shall scrutinize the applications in the light of guidelines prescribed by this Government Order and recommend the names without subjecting them for interviews to the competent authority. The Screening Committee at APPSC shall scrutinize and recommend the names for the promotion of Lecturer (Senior Scale), Lecturer (Selection Grade-I), and Lecturer (Selection Grade - II Level-13A1) under Career Advancement Scheme (CAS).

#### **Note:**

1. The report of screening committee shall be approved by the concerned Director of Technical Education.
2. Criteria for screening the proposals for promotion shall be devised by the respective Director, Technical Education. However, conditions for screening / promotion such as 360° feedback, industrial training, FDPs etc. laid down by AICTE through this gazette be adopted.

## **ANNEXURE – III**

### **CALCULATION OF 360<sup>0</sup> FEEDBACK SCORE**

The 360 Degree Score shall be determined on the basis of following parameters.

- (a) Teaching Process (Maximum Point 25)
- (b) Students' Feedback (Maximum Point 25)
- (c) Departmental Activities (Maximum Point 20)
- (d) Institute Activity (Maximum Point 10)
- (e) ACR (10 Points)
- (f) Contribution to Society (Maximum Point 10)

The candidate shall submit calculation sheet for each academic year to be considered and a summary sheet exhibiting his/her score on a 10-pointscale

#### **(a) Teaching Process (Maximum Points25)**

The calculation shall be presented in a table-A as presented in this Annexure. The table will have the details of courses taught in the academic year in consideration, like Semester, course Code / Name, No. of scheduled classes, classes actually held. The total shall be reduced on 25-point scale.

#### **(b) Students' Feedback (Maximum Points25)**

The candidate shall submit average score for each course taught during academic year under consideration on a scale of 25. The average of total of all such score shall be used (Table-B).

#### **(c) Departmental Activities (Maximum Points20)**

This section summarizes all the responsibilities assigned by Head of the Section to a teacher during academic year under consideration through a proper office order. This may include responsibilities like Lab I/C, Time TableI/C,NBA-AICTE work, sponsored projects, departmental news letter etc. The candidate will earn 3 points per semester for each activity upto a maximum of 20 (Table-C).

#### **(d) Institute Activity (Maximum Points10)**

This section summaries all the responsibilities assigned by Head of the institute to the candidate during academic year under consideration through a proper office order. This may include responsibilities like Head of section, Coordinator, Warden, Training and Placement officer, Estate Officer etc. The candidate will earn 5 points per semester for each activity up to a maximum of 10 (Table-D).

#### **(e) ACR (Maximum Points10)**

ACRs maintained at institute level shall have 10 points based on grading.

#### **(f) Contribution to Society (Maximum Points10)**

The candidate involved in different initiatives by AICTE. The candidate will earn 5 points per semester for each activity. The claim should be supported by an office order/ official communication from Head of Institute.

The grand total of points for all academic years shall be converted to a 10

points scale.

**Note:**

- a. The activities mentioned in above criterion are indicative. Principal / Director / HOS may add or remove some of the activities at department and institute level as per the requirements of the institute.
- b. ACRs maintained at institute level shall have 10 Marks based on grading.

**Calculation of Credit Points**

**(Sample Calculations Page-1)**

Name	
Present Position	
Academic Year	
Teaching Process	

**i. Teaching Process (Max Point25)**

S. No.	Semester	Course Code/ Name	No. of Scheduled Classes	No. of actually held classes	Points earned	Enclosure No.
1	1/ 2018-19	CET-100	42	39		
2	1/ 2018-19	CET-200	39	38		
3	2/ 2018-19	MED-100	41	39		
4	2/ 2018-19	BSE-100	42	41		
		Total	164	157	23.93	

**ii. Students' feedback (Max Point25)**

S. No.	Semester	Course Code/ Name	Average Student feedback on the scale of 25	Enclosure No.
	1/ 2018-19	CET-100	22.3	
	1/ 2018-19	CET-200	21.8	
	2/ 2018-19	MED-100	19.6	
	2/ 2018-19	BSE-100	22.8	
		Total	86.5	

**iii. Departmental Activities (Max credit20)**

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure No.
1	1/ 2018-19	Lab I/C	3	3 Point/ semester	
2	1/ 2018-19	Consultancy	3	3 Point/ semester	
3	1/ 2018-19	Timetable I/C	3	3 Point/ semester	
4	2/ 2018-19	Timetable I/C	3	3 Point/ semester	
5	2/ 2018-19	NBA work	3	3 Point/ event	
6	2/ 2018-19	Lab I/C	3	3 Point/ event	
7	2/ 2018-19	Consultancy	3	3 Point/ semester	
		Total	21		

## Calculation of Credit Points

### iv. Institute Activities (Max Credit10)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure No.
1	1/ 2018-19	Incharge internship / Swachh Bharat	4	4 Point/ semester	
2	2/ 2018-19	Coordinator appointed by Head of Institute	2	2 Point/ semester	
3	2/ 2018-19	Organized Conference	2	2 Point/ event	
4	2/ 2018-19	FDP / Conference	2	1 point / event, to be divided between all co- coordinators	

### v. ACRs maintained at institute level (Max Credit10)

Extraordinary	Excellent	Very Good	Good	Satisfactory
10	9	8	7	5

S. No.	Year	Activity	Credit Point	Criteria	Enclosure No.
1	2018-19	ACR	10	Extraordinary	
2		ACR	8	Very Good	
3		ACR	9	Excellent	
4		ACR	10	Extraordinary	
<b>Average</b>			<b>37/4 = 9.25</b>		

### vi. Contribution to Society (Max Credit10)

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure No.
1		Induction Program	5		
2		Unnat Bharat Abhiyan	5		
3		Yoga Classes	5		
4		Blood Donation	5		

### vii. Calculation of Credit Points (Blank Format)

Name	
Present Position	
Academic Year	
Teaching Process	

### viii. Teaching Process (Max Point25)



S. No.	Semester	Course Code/ Name	of Scheduled Classes	No. of actually held classes	Point	Enclosure no.
1						
2						

**ix. Students' feedback (Max Point25)**

S. No.	Semester	Course Code/ Name	Average Student feedback on the scale of 25	Enclosure no.
1				
2				

**J. Departmental Activities (Max credit20)**

S. No	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

**K. Institute Activities (Max Credit10)**

S. No	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

**L. ACRs maintained at institute level (Maximum Points10)**

S. No	Year	Activity	Credit Point	Criteria	Enclosure No.
1					
2					

**M. Contribution to Society (Maximum Points10)**

S. No.	Semester	Activity	Credit Point	Criteria	Enclosure no.
1					
2					

**Summary**

Summary	Academic Year 1	Academic Year 2	Academic Year 3
A. Teaching Process (Max Points 25)			
B. Students' feedback (Max Points 25)			
C. Departmental Activities (Max Points 20)			

D. Institute Activities (Max Points 10)			
E. ACR (Max Points 10)			
F. Contribution to Society (Max Points 10)			
Total (Max Points 100)			
Total on 10 Point scale			

### STUDENT'S FEEDBACK FORM

(To be used by institutions)

Academic Year:		Course	
Semester		Date of the feedback	
Name of the Faculty			

### For getting filled in through student

S. No.	Description	Very Poor	Poor	Good	Very Good	Excellent
		(1)	(2)	(3)	(4)	(5)
1	Has the Teacher covered entire Syllabus as prescribed by University/ College/ Board?					
2	Has the Teacher covered relevant topics beyond syllabus					
3	Effectiveness of Teacher in terms of :					
	(a) Technical content/course content					
	(b) Communication skills					
	(c) Use of teaching aids					
4	Pace on which contents were covered					
5	Motivation and inspiration for students to learn					
6	Support for the development of Students' skill					
	(i) Practical demonstration					
	(ii) Hands on training					
7	Clarity of expectations of students					
8	Feedback provided on Students' progress					
9	Willingness to offer help and advice to students.					
	<b>Total</b>					

**Table 4**  
**Assessment Criteria and Methodology for Librarians**

S.No	Activity	Grading Criteria
1	<p><b>Regularity of attending library</b> (Calculated in terms of percentage of days attended to the total number of days he/she is expected to attend) While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <p>1. Library Resource and Organization and maintenance of books, journals and reports.</p> <p>2. Provision of Library reader services such as literature retrieval services to researchers and analysis of report.</p> <p>3. Assistance towards updating institutional website</p>	<p>90% and above – Good</p> <p>Below 90% but 70% and above – Satisfactory</p> <p>Less than 70% - Not Satisfactory</p>
2	Conduct of seminars/ workshops related to library activity or on specific books or genre of books.	<p>Good – 1 National level seminar/ workshop + 1 State / institution level workshop / Seminar</p> <p>Satisfactory – 1 National level seminar/workshop or 1 state level seminar/ workshop +1 institution level seminar/ workshop or 4 institution seminar/ workshop</p> <p>Unsatisfactory – Not falling in above two categories</p>
3	<p>If library has a computerized database then OR If library does not have a computerized database</p>	<p>Good – 95 - 100% of physical books and journals in computerized database.</p> <p>Satisfactory – At least 90 - 95% of physical books and journals in computerized database.</p> <p>Unsatisfactory – Not falling under good or satisfactory.</p> <p>OR</p> <p>Good – 100% Catalogue database made up to date</p> <p>Satisfactory-90% catalogue database made up to date</p> <p>Unsatisfactory – Catalogue database not up to mark.</p> <p>(To be verifies in random by the</p>

		CAS Promotion Committee
4	Checking inventory and extent missing books	<p>Good : Checked inventory and mission book less than 0.5%</p> <p>Satisfactory – Checked inventory and missing books less than 1%</p> <p>Unsatisfactory – Did not check inventory OR Checked inventory and mission books 1% or more.</p>
5	<p>(i) Digitisation of books database in institution having No computerized database.</p> <p>(ii) Promotion of library network.</p> <p>(iii) Systems in place for dissemination of information relating to books and other resources.</p> <p>(iv) Assistance in college Administration and governance related work including work extracurricular activities.</p> <p>(v) Design and offer short-term courses for users.</p> <p>vi) Publications of at least one research paper in UGC approved journals.</p>	<p>Good : Involved in any two activities</p> <p>Satisfactory : At least one activity</p> <p>Not Satisfactory: Not involved/ undertaken any of the activities.</p>
Overall Grading	<p>Good: Good in Item 1 and satisfactory/ good in any two other items including Item 4.</p> <p>Satisfactory: Satisfactory in Item 1 and satisfactory/ good in any other two items including Item 4.</p> <p>Not satisfactory: It neither good nor satisfactory in overall grading.</p>	

**Note:**

- (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.
- (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Section of the concerned department, project completion.
- (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.

**Table 5****Assessment Criteria and Methodology for Physical Directors**

<b>Sl. No</b>	<b>Activity</b>	<b>Granting Criteria</b>
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend. (Timings for the Physical Director may be from 6.00 AM to 10.00 AM and 3.00 PM to 6.00 PM)	90 and above– Good Above 80 but below 90 - Satisfactory. Less than 80 - Not Satisfactory.
2	Organizing intra college competition	Good – Intra college competition in more than 5 disciplines. Satisfactory – Intra college competition in 3-5 disciplines. Unsatisfactory – Neither good nor satisfactory.
3	Institution participating in external competitions	Good – National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory – State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory – Neither good nor satisfactory.
4	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/ Not-Satisfactory to be assessed by the Promotion committee.

5	<p>(i) At least one student of the institution participating in national/ state/ university/(for college levels only) teams. Organizing state/national/ inter - university/inter college level competition.</p> <p>(ii) Being invited for coaching at state/national level</p> <p>(iii) Organizing at least three workshops in a year.</p> <p>(iv) Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations.</p>	<p>Good: Involved in any two activities.</p> <p>Satisfactory: 1 activity</p> <p>Not Satisfactory: Not involved/undertaken any of the activities</p>
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### **FORM OF OPTION**

- (i) I ..... hereby elect the revised pay structure with effect from 1st January, 2016.
- (ii) I ..... hereby elect the revised paystructure with effect from 1st January, 2016 and exercise my promotional fixation with effect from .....
- (iii) I ..... hereby elect to continue on the existing scale of pay of my post mentioned below until:
- (a) the date of my next increment
  - (b) the date of my subsequent increment raising my pay to Rs. .... in the existing scale
  - (c) the date of my promotion/placement (CAS) to .....  
..... in the existing scale of pay of Rs.  
\_\_\_\_\_

**Declaration** - I hereby undertake to refund to the Government any amount which may be drawn by me in excess of what is admissible to me on account of erroneous fixation of pay in the revised pay structure as soon as the fact of such excess drawl comes / brought to my notice.

Signature

Name \_\_\_\_\_

Designation \_\_\_\_\_

Date \_\_\_\_\_

Station \_\_\_\_\_

Countersignature of the Head of the  
Institution/ Office

Institution / Office in which employed

\_\_\_\_\_

**SAURABH GAUR**  
**PRINCIPAL SECRETARY TO GOVERNMENT (FAC)**

## **APPENDIX-B**

**Modalities for implementation of AICTE Scales of Pay, 2016 to the Retired Teachers and other academic staff such as Library and Physical Education personnel worked in Government and Aided Polytechnics and similar staff worked in the Offices of Commissioner of Technical Education, Regional Joint Director and State Board of Technical Education and Training:**

### **General:**

The consolidation of pension shall be sanctioned to the Teachers and other academic staff such as Librarians and Physical Education personnel of the Government and Aided Polytechnics, and similar staff worked in the Offices of Commissioner of Technical Education, Regional Joint Director and State Board of Technical Education and Training, who were drawing AICTE Scales of pay and retired from service prior to 01.01.2016 on the similar basis of the orders issued in G.O.Ms.No.15, Higher Education (UE) Department, Dated: 13.02.2019.

Govt. of India vide O.M.F. No. 38/37/2016 P&PW(A)(ii), Dated: 4.8.2016, Govt. of India, F. No. 38/37/2016 P&PW(A)(ii), Dated: 12.5.2017, Govt. of India Lr. No. 38/ 37/ 2016-P&PW(A), dt.6.7.2017 & Govt. of India, MHRD No. 1-1/2017-U. II, Dated:11.6.2018, issued orders consolidating the pension of the pre-2016 pensioners and family pensioners w.e.f. 01.01.2016 based on the recommendations of the Seventh Central Pay Commission. The Government of India issued concordance tables for implementation of consolidated pension.

### **Fixation of Pension and other Pensionery details:**

1) The consolidation of the pension of the pre-2016 pensioners and family pensioners of Government Polytechnic and Aided Polytechnic and other academic staff such as Librarians and Physical Education personnel and similar staff worked in the Offices of Commissioner of Technical Education, Regional Joint Director and State Board of Technical Education and Training in the State who have drawn AP AICTE Scales of Pay and retired / died from service prior to 01.01.2016, as per the guidelines given below:

- (i) For existing pensioners, who have retired before 01.01.2016, the revised pension/family pension with effect from 01.01.2016 shall be determined by multiplying the existing pension/family pension, as had been fixed at the time of implementation of 6<sup>th</sup> CPC recommendations, by 2.57. The amount of revised pension family pension so arrived at shall be rounded off to next higher rupee.

**(OR)**

- (ii) The pension / family pension w.e.f. 01.01.2016 may be revised by notionally fixing the pay of pensioners in the pay matrix recommended by the 7<sup>th</sup> CPC in the level corresponding to the pay in the pay scale/pay band and grade pay at which pensioners retired/died. This will be done by notional pay fixation under each intervening Pay Commission based on the formula for revision of pay. While fixing pay on notional basis, the pay fixation formulae approved by the Government and other relevant instructions/ clarifications (such as faculty members / Principals who are retired and are in AGP of 10,000/- as per 6<sup>th</sup> CPC, shall be fixed in the appropriate cell corresponding to Level 14 of pay matrix table recommended by 7<sup>th</sup> CPC) on the subject in force at the relevant time shall be strictly followed, 50% of the notional pay as on 01 .01.2016 shall be the revised pension and 30% of this notional pay shall be the revised family pension w.e.f. 01.01.2016. In case of family pensioners, who were



entitled to family pension at enhanced rate, the revised family pension shall be the notional pay as on 01.01.2016 and shall be payable till the period up to which family pension at enhanced rate is admissible as per rules. The amount of revised pension/family pension so arrived at shall be rounded off to next higher rupee.

- (iii) In cases where pension / family pension w.e.f. 1.1.2016, as arrived at in accordance with point (i) above or worked out in accordance with point (ii) above, the pension/family pension whichever is higher shall be treated as revised pension/family pension w.e.f. 1.1.2016.
  - (iv) Those who are drawing pension/ Family Pension, as per the AICTE Pay scales, are eligible to draw pension / Family pension under these AICTE pay scales 2016.
  - (v) For the purpose of point (ii) to arrive at notional fixation of pay of the pensioners and family pensioners, the concordance tables given in the Govt. of India Lr.No.38/ 37/ 2016- P& PW (A) dt.6.7.2017 shall be followed.
2. The amount so arrived will be regarded as consolidated pension/ family pension with effect from 01.01.2016.
  3. In case where the pension consolidated is treated as the final full pension, it shall not be lower than 50% of the corresponding pay in the revised pay scale, corresponding to the pre-revised pay scale, from which the pensioner had retired. Such pension will be suitably reduced pro-rata, where the pensioner has less than the maximum required service for full pension as per rule (Rule 46 of APRP Rules 1980) applicable to the pensioner as on the date of his/ her superannuation / retirement and in no case, it will be less than the minimum pension, as prescribed by the Government from time to time. Similarly, in case where the family pension so consolidated is treated as final, it shall not be less than 30% of the corresponding pay in the revised scale of pay introduced with effect from 01.01.2016, for the post held by the concerned pensioner.
  4. The pay scales as indicated in these orders shall be followed, for allowing the minimum pension/ family pension.
  5. The Central Dearness Relief shall be paid on the consolidated pension from time to time as and when the Government sanctions the same to State Government Employees. The Dearness Relief shall be rounded off to the next rupee.
  6. Revised consolidated pension so arrived as above, shall be worked out with reference to the total pension i.e., inclusive of commuted portion of pension which should be deducted from the said amount while making monthly disbursements.
  7. The consolidation of pension / family pension to all the Government Polytechnic Teachers and other academic staff such as Librarians and Physical Education personnel and similar staff working in the Office of Commissioner of Technical Education, office of the Regional Joint Directors and Office of State Board of Technical Education and Training, who retired or died prior to 1.1.2016 and who have drawn Andhra Pradesh AICTE Scales of Pay, will be revised based on their new pay fixed in the AP Revised AICTE Pay Scales of 2016. Similarly, the consolidation of pension/family pension of all The Government Polytechnic Teachers and other academic staff such as Library and Physical Education personnel and similar staff working in the Office of Commissioner of Technical Education, office of the Regional Joint Director of Technical Education and

Office of State Board of Technical Education and Training who have **retired on or after 01.01.2016**, will be revised based on their new pay fixed in the AP Revised AICTE Pay Scales of 2016. These are also applicable to the Joint Directors working in the office of Commissioner of Technical Education and the office of the Regional Joint Directorates of Technical Education and Secretary and Additional Secretary working in the office of the State Board of Technical Education and Training who are drawing the AICTE scales of pay 2006.

8. The pensioners are not entitled to commute any portion of pension on the difference in pension admissible as above.
9. The Additional quantum of pension, Medical Allowance and other related benefits shall be applicable as per orders issued by the State Government from time to time.
10. The revised consolidated pension/ family pension shall come into force with effect from 01.01.2016.
11. The revised consolidated pension/ family pension shall be implemented w.e.f 01-01-2016 to 18-08-2019 on notional basis. Arrears payable w.e.f 19-08-2019 shall be paid in cash in three equal installments as decided by the Government.
12. The Pension Disbursing Officers shall communicate the amount of Revised Consolidated Basic pension and Revised Consolidated Basic Enhanced Family Pension/ revised consolidated basic normal family pension to all the service pensioners and family pensioners and obtain their acknowledgement in token of having received the same.
13. All the Pension disbursing authorities shall note the consolidated pension in the pension payment orders. They shall simultaneously calculate and note the corresponding consolidated enhanced family pension in the pension payment orders. Similarly in case where enhanced family pension is being paid, the normal family pension to be payable in future, shall also be consolidated and noted on the pension payment orders.
14. The expenditure shall be debited to the concerned pension Head to which the pensions are being debited. Further, the Principal Accountant General shall adjust the expenditure on pension/family pension in terms of the orders issued by the State Government from time to time.
15. These modalities are not applicable to the retired Teachers and other academic staff such as Library and Physical Education personnel, who are under Contributory Pension Scheme. The rules of the Contributory Pension Scheme as applicable to the State Government Employees shall be applicable to the retired Teachers and other academic staff such as Library and Physical Education personnel.

**SAURABH GAUR**  
**PRINCIPAL SECRETARY TO GOVERNMENT (FAC)**